

ETSC CERTIFICATION SUBCOMMITTEE

Michigan State Police Headquarters
MSD Large Conference Room
Tuesday August 29, 2006
Meeting Minutes

PRESENT: John Bawol, Steve Berenbaum, Harriet Miller-Brown, Bill Charon, James Fyvie, Dale Gribler, Suzan Hensel, Steve Leese, James Loeper, Vic Martin, Leonard Norman, Christina Russell, Scott Temple,

ABSENT: Charles Nystrom

A. Approval of June 6, 2006 meeting minutes

Mr. Bawol made a **MOTION** to approve the minutes of June 5, 2006, Ms. Hensel supported, the **MOTION** carries.

B. Compliance Review Updates

1. Alpena County – The compliance team held the on-site review in early July. There will be another visit as additional follow-up needed. The compliance team noted some issues with the completion of the Alpena County ETSC-510's. It was also discovered that dispatchers have not been trained on Phase II. Additionally, some of the wireless providers had the wrong ESN at Intrado for routing. Alpena County was not receiving their Phase II calls on a consistent basis.

2. Calhoun County – The information has been received from County Coordinator. The team will meet and review the documents received.

3. Status of Gladwin & Kent County Reports – Ms. Miller-Brown will have draft reports on these reviews completed and submit to the Certification Subcommittee prior to the September ETSC meeting. The reports will be presented at the December ETSC meeting for final approval.

4. Request for review – Sheriff Gribler received a letter from the Mr. Ron Neil, Chair of the Barry County Central Dispatch Authority (BCCDA) for an investigative audit. It was a non-generic complaint that was not specific in its allegations. This request was forwarded to the ETSC Executive Committee for their review and recommendation. The Executive Committee determined that some issues were better off reviewed through an internal audit with a third party. BCCDA has since requested an operational review. Following discussions subcommittee decided to recommend to the ETSC to perform an operational review of BCCD. The review team will include Mr. Loeper, Ms. Hensel, Mr. Temple, Sheriff Gribler, Mr. Leese and Ms. Miller-Brown. Ms. Miller-Brown's office will send a letter to Mr. Neil advising him of the decision.

C. Annual Report/7th Year Certification/questionnaire update – Ms. Miller-Brown advised that some counties that did not submit their Annual Report/7th Year Certification information as required. A letter was mailed to those counties reminding them submission of this information is mandatory to receive wireless funds. The information has since been received. There are still about 20 counties that have not responded to the Supplemental Annual Report Questionnaire. Reminders have been sent out to these counties noting this information is necessary for the legislative report due December 1, 2006. Following discussions among members, Sheriff Gribler suggested a letter is sent to the representative of the respective county(s) that is not responding indicating to them that their county's information may not be included in the legislative report.

D. Phase II update on counties/Certification for 3rd quarter disbursement – There was discussion regarding Dobson and the continuing accuracy issues faced by PSAPs. Also which provider is doing their own Phase II routing or if the providers are contracting this out, who is doing the work. Vonage has deployed over 70% of the PSAPs in the state of Michigan relative to VoIP. Sheriff Gribler also suggested that a disclaimer should be placed on the Phase II spreadsheet indicating that Phase II may not be available in all areas of a particular county. Ms. Miller-Brown will make note of this for the next report due to the legislature.

Mr. Loeper made a **MOTION** to recommend to the ETSC that all 82 counties and 4 Detroit service Districts are eligible for 3rd quarter wireless funds. Ms. Hensel supported. The **MOTION** carries.

E. Discussion regarding Standards/Rule-making authority – Rulemaking authority is needed to continue the progress of 9-1-1 for the future. Ms. Miller-Brown briefly reviewed the rule-making process and discussed with the members. The ETSC is going to pursue legislative action to become the body to enact the rules for the 9-1-1 community in Michigan. The subcommittee discussed forming a Rule-Making Subcommittee and who should be appointed to this committee.

Check list for compliance reviews – The proposed list includes items the compliance review teams look at during county reviews. This will also allow counties to be prepared in advance for the onsite visit. Members discussed that part of the legislative package could be counties having to update their 9-1-1 plans. Following discussion on these topics, the subcommittee approved the Check List for Compliance Reviews.

There was discussion regarding having a compliance review training seminar for PSAP directors and coordinators. Ms. Miller-Brown suggested that two sessions are held; one in the Lower Peninsula and one in the Northern Michigan area, St. Ignace perhaps. Members that volunteered for this committee are: Ms. Miller-Brown, Ms. Russell, Mr. Bawol, Mr. Martin and Ms. Hensel.

F. Call to the Public - None

G. Next Meeting – the next Certification Subcommittee meeting will be Thursday November 30, 2006. Janet will secure a conference room and advise the members.

H. Adjourn – Mr. Loeper made a **MOTION** to adjourn, Mr. Bawol supported. The meeting was adjourned at 1:00 p.m.